



City of Nashua

Central Purchasing
229 Main Street
Nashua NH 03060

February 12, 2015

INVITATION TO BID

Lake Street Curbing Project IFB0329-030515

The City of Nashua, Division of Public Works, is seeking bids for the **Lake Street Curbing Project**. The scheduled work involves the installation of approximately 480 linear feet of vertical granite curb on Lake Street between Monroe Street and Lewis Street. The Contractor shall furnish all materials (with the exception of gravel and pavement repair), labor and equipment necessary. The work under this contract shall be coordinated with the City of Nashua Street Department. The Nashua Street Department will contact the Contractor to schedule the granite curb installation, as the street is prepared. The Contractor will commence work on the street within seven (7) calendar days of notification of readiness of the street.

The Contractor shall substantially complete the Work no later than June 30, 2015, and finally complete the work no later than July 31, 2015, subject to adjustment by Change Order.

INSTRUCTION TO BIDDERS:

Bids must be submitted with **one (1) original and one (1) copy** no later than **3:00 pm, Thursday, March 5, 2015** c/o Central Purchasing, Lower Level, City Hall, 229 Main Street, Nashua, NH 03060, in sealed envelopes clearly marked **"Lake Street Curbing Contract"**. **Bids will be opened and publicly read at that time.** Results showing all bidders' identities and their respective bid amounts will be available on our website, www.nashuanh.gov, under Bid Results (Refer to Document **IFB0329-030515**), within twenty-four (24) hours after the opening.

In addition to this bid invitation letter, reference documents IFB0329-030515 CONTRACT and IFB0329-030515 DRAWINGS.

Bids must be submitted in the format provided and address the items specified in the bid package.

Delivery of the Bids shall be at the Vendor's expense. The time of receipt shall be considered when a Bid has been officially documented by the Department, in accordance with its established policies, as having been received at the location designated above. The City of Nashua accepts no responsibility for mislabeled mail. Any and all damage that may occur due to shipping shall be the Vendor's responsibility.

Postmarks or other timestamps will **not** be accepted in lieu of actual delivery. The firm can use whatever delivery mechanism it chooses as long as it remains clear that the firm is responsible for submissions prior to the date and time.

The City of Nashua assumes no liability for the payment of costs and expenses incurred by any bidder in responding to this request for bids. All bids become the sole property of the City of Nashua. This request for bids is not a contract and alone shall not be interpreted as such but rather serves as an instrument through which bids are solicited.

The project timeline is as follows:

	Date	Time
Deadline for Questions to be submitted in writing	Tuesday, February 24, 2015	3:00PM
Answers/clarifications posted	Thursday, February 26, 2015	Posted to the City website by 4:00 PM
Bid Due	Thursday, March 5, 2015	3:00 PM Purchasing Department, City Hall, 229 Main St., Lower Level

Vendors are encouraged to submit questions via email; however, the City assumes no liability for assuring accurate/complete email transmission/receipt and is not responsible to acknowledge receipt. **Inquiries must be submitted in writing**, citing the IFB title, IFB number, Page, Section, and received **no later than Tuesday, February 24, 2015 at 3:00PM** to

Jeanne Walker
Deputy Manager of Engineering
Email: walkerj@nashuanh.gov

The City will consider all timely-received questions and requests for change and, if reasonable and appropriate, will issue an addendum to clarify or modify this IFB. Answers to vendor submitted questions and other addenda will be posted under document **IFB0329-030515** on the City of Nashua website; www.nashuanh.gov under Citizen Favorites, Current Bid Opportunities no later than **Thursday, February 26, 2015, 4:00PM**.

The City of Nashua may reject any or all of the bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim or cause of action by any unsuccessful bidder against the City of Nashua. The City reserves the right to waive any irregularities when the public interest will be served thereby. The City also reserves the right to negotiate any change or amendment in any bid without soliciting further bids if the action is necessary for the best interest of the City.

All bids are binding for sixty (60) days following the deadline for bids, or until the effective date of any resulting contract, whichever is later.

The successful bidder must maintain the following lines of coverage and policy limits for the duration of the contract. Any subcontractors used by the successful bidder are subject to the same coverage and limits and is a subcontractor of the successful bidder and not the City of Nashua. It is the responsibility of the successful bidder to update Certificates of Insurance during the term of the contract. Liability limits are as follows:

- General Liability: \$1,000,000 per Occurrence
\$2,000,000 Aggregate
- Motor Vehicle Liability: \$1,000,000 Combined Single Limit
***Coverage must include all owned, non-owned and hired vehicles.**
- Workers' Compensation Coverage according to Statute of the State of New Hampshire:
\$100,000 / \$500,000 / \$100,000

The City of Nashua must be named as an additional insured on all liability certificates.

All bidders and subcontractors at every tier under the bidder will fully comply with NH RSA Chapter 281-A, "Workers' Compensation". It is the responsibility of the CONTRACTOR to submit to the OWNER certificates of insurance for the Designer and all other subcontractors prior to the start of the project. It is the responsibility of the CONTRACTOR to provide the OWNER with updated certificates of insurance for the CONTRACTOR and all subcontractors 10 days prior to the expiration of coverage. The OWNER may, at any time, order the CONTRACTOR to stop work, suspend the contract or terminate the contract for non-compliance. All subcontractors are subject to the same insurance requirements as the CONTRACTOR.

The City of Nashua would like to emphasize the importance of construction work zone safety. The City has adopted the provisions of the Manual on Uniform Traffic Control Devices (MUTCD) for work zone safety. Unless otherwise indicated in this contract, the contract shall follow the requirements of the MUTCD at all roadway construction work zones.

The City is exempt of all taxes. All bids must be FOB Nashua, NH. All bidders must comply with all applicable Equal Employment Opportunity laws and regulations.

Pursuant to NRO 5-71 (A) The City of Nashua supports the concept of purchasing products that are biodegradable, can be or have been recycled, or are environmentally sound. Due consideration will be given to the purchase of such products. If you are bidding on any such products that qualify, please so indicate in a cover sheet by item number and description.

Pursuant to NRO 5-78 (F), the Purchasing Manager shall not solicit a bid from a contractor who is in default on the payment of taxes, licenses or other monies due the city. Therefore, this bid request is void as to anyone who is in default on said payments.

Questions relating to this request may be directed to Jeanne Walker, Deputy Manager of Engineering, at walkerj@nashuanh.gov

Respectfully,

Mary Sanchez, CPPB

Mary Sanchez, CPPB
Purchasing Agent II
City of Nashua
sanchezm@nashuanh.gov